

**Thought for the Day – “Your success and happiness lies in you. Resolve to keep happy, and your joy and you shall form an invincible host against difficulties.”
~ Helen Keller**

The Youngwood Borough Council held its reorganization and regular session on the above date and time.

REORGANIZATION

Oath of Office – Council

Mayor Long presented Mr. Lloyd Crago, Mrs. Robin Long and Mr. Scott Palmquist, elected Councilpersons for the Borough. Mayor Long administered the Oath of Office to Mr. Scott Palmquist. District Magistrate James Falcon administered the Oath of Office to Mr. Lloyd Crago and Mrs. Robin Long.

Mayor Long called the meeting to order at 7:08 PM

Councilwoman Mrs. Mazurek opened the meeting with a prayer.
Borough Manager Schaefer led the Pledge of Allegiance to the Flag.
Public Attendance – 14

Election of President and Vice-President

Mayor Long called for nominations for President.
Mrs. Mazurek nominated Mr. Palmquist for President.
Mr. Vastell nominated Mr. Crago for President.
Mr. Crago nominated Mrs. Mazurek for President. Nomination was declined by Mrs. Mazurek.
Motion by Mr. Lutz, seconded by Mrs. Mazurek, to close nominations.
Motion carried.

Roll Call Vote:

Mr. Vastell	- Mr. Crago
Mr. Cowherd	- Mr. Palmquist
Mr. Crago	- Mr. Crago Declined the pay increase
Mrs. Long	- Mr. Crago
Mr. Lutz	- Mr. Palmquist
Mr. Palmquist	- Mr. Palmquist Declined the pay increase
Mrs. Mazurek	- Mr. Palmquist

4 – Mr. Palmquist 3 – Mr. Crago
Mr. Palmquist will serve as President.

Mayor Long called for nominations for Vice-President
Mr. Palmquist nominated Mr. Cowherd for Vice-President.
Mrs. Long nominated Mr. Crago for Vice-President.
Mr. Crago nominated Mr. Vastell for Vice-President.
Motion by Mrs. Mazurek, seconded by Mr. Lutz, to close nominations.

Roll Call Vote:

Mr. Vastell	- Mr. Vastell
Mr. Cowherd	- Mr. Cowherd
Mr. Crago	- Mr. Vastell
Mrs. Long	- Mr. Vastell
Mr. Lutz	- Mr. Cowherd
Mr. Palmquist	- Mr. Cowherd
Mrs. Mazurek	- Mr. Cowherd

4 – Mr. Cowherd 3 – Mr. Vastell
Mr. Cowherd will serve as Vice-President.

At this time, Mayor Long congratulated both on their respective positions and handed the gavel to Mr. Palmquist.

RULES OF ORDER

Motion by Mr. Lutz, seconded by Mr. Vastell, to adopt Roberts Rules of Order for all Borough meetings.
Motion carried.

2020 APPOINTMENTS

Motion by Mrs. Mazurek, seconded by Vice-President Cowherd, to appoint DeBlasio & DeBlasio Associates as the Borough Auditor.
Motion carried.

Motion by Mr. Crago, seconded by Mr. Vastell, to appoint Bove Engineering Company as the Borough Engineer.
Motion carried.

Motion by Mrs. Mazurek, seconded by Mr. Lutz, to appoint Dodaro, Matta & Cambest P.C. as the Boroughs Solicitors.

Roll Call Vote:

Mr. Vastell	- No
Mr. Cowherd	- Yes
Mr. Crago	- No
Mrs. Long	- No
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

4 – Yes 3 – No
Motion carried.

Motion by Mr. Crago, seconded by Mr. Vastell, to appoint Emil Bove as the Sewage Enforcement Officer and Mike Stack as the alternate.
Motion carried.

Motion by Mr. Crago, seconded by Mr. Vastell, to appoint John Moore to the Vacancy Board.
After discussion, motion by Mr. Crago, seconded by Mr. Vastell, to withdrawal the motion.

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to table the motion until meeting in February.
Motion carried.

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to appoint Austin Erhard as the Borough's representative to the Five Star Trail.

Roll Call Vote:

Mr. Vastell	- No
Mr. Cowherd	- Yes
Mr. Crago	- No
Mrs. Long	- No
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

4 – Yes 3 – No
Motion carried.

PUBLIC HEARINGS

1. Matt Peoria of 507 South 9th Street was present. Mr. Peoria read a prepared statement regarding the speeding on Route 119 in the Borough. (See Attached) In addition, Mr. Peoria will be emailing a white paper that he wrote pertaining to the same matter to be shared with Council. It was discussed that if the residents of the Borough would obey the laws, such as speed, stop signs, etc, it would help in improving the Borough.

2. Tom Miller of 611 South 5th Street was present concerning the traffic signal at Burton Avenue and Route 119. He explained his granddaughter sat through four cycles.

APPROVAL OF MINUTES

President Palmquist asked for additions or corrections to the Minutes of December 2, 2019 and December 16, 2019 as presented.

Motion by Mr. Lutz, seconded by Mr. Cowherd, to approve the Minutes as presented.

Motion carried.

REPORT OF THE ENGINEER

Park & Pool CDBG Project

Reported the asbestos sampling was completed today and the report is due back by the end of the week. He will be meeting with Mike Stack regarding the roof overhang.

REPORT OF THE SOLICITOR

Buncher Agreement

Reported she reviewed the draft Buncher agreement. No legal changes need to be made.

REPORT OF THE TAX COLLECTORS

The Secretary distributed the report from Kenneth Reger for period ending November 30, 2019; total remitted \$900.21.

The Secretary distributed the report from Berkheimer Tax Administrator for month ended December 31, 2019; Earned Income Tax, \$15,830.64; Local Services Tax, \$18.96.

Report of permits issued 12/01/19 through 12/31/19.

Report of Realty Transfers 12/01/19 through 12/31/19 and check remitted in the amount of \$1,500.00.

TREASURERS REPORT

The secretary presented the financial report on the accrual basis, unaudited for the period ended December 31, 2019.

General Fund
Balance Sheet

Total Assets	\$2,227,322.29
Total Liabilities	29,458.13
Fund Balance 01/01/2019	82,000.00
Retained Earnings	1,973,950.11
Income 11/30/2019	90,506.57
Fund Balance 11/30/2019	2,146,456.68
Total Liabilities & Funds	\$2,227,322.29

Income Statement

Total Revenues	\$99,507.31
Total Expenses	72,561.84
Total Income	\$26,945.47

Treasurer's Report of Fund Balances

Capital Improvement Fund – General	\$183,158.07
Liquid Fuels Fund	117,670.50
Capital Improvement Fund - P & P	26,537.89
Fire Equipment & Apparatus	13,179.18
Act 13 Fund	35,865.08
Cemetery Fund	14,552.16
Perpetual Care Fund	3,639.65
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46

C.D.-Mellon Bank	4,267.10
Playground Fund	10,591.51
Building Fund	\$207,580.63

The secretary presented the budget comparison for the General Fund for period ending November 30, 2019.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated January 6, 2020, List 01-2020, General Fund - \$59,814.82.

Motion by Mr. Vastell, seconded by Mr. Lutz, to approve the Bills List 01-2020 as presented.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Presented check in the amount of \$699.60 from Crown Communications for January rent.
2. Received December Ordinance Enforcement report as submitted by Mark Cypher.
3. Received deposit in the amount of \$2,133.62 from Westmoreland County for 4th quarter delinquent tax collections.
4. East Hillis Street Bridge
 - a. Presented Pennoni invoice for payment.

Motion by Mrs. Mazurek, seconded by Mr. Lutz, to approve payment to Pennoni in the amount of \$6,862.39.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No

Motion carried.

- b. Presented the West Penn Power Utility Reimbursement Agreement
Motion by Mr. Vastell, seconded by Mr. Cowherd, to approve the WPP

Utility reimbursement agreement in the amount of \$21,715.05.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No

Motion carried

- c. Presented the Construction Inspection Agreement with Gibson-Thomas Engineering.

Motion by Mrs. Mazurek, seconded by Mr. Vastell, to approve the construction inspection agreement with Gibson-Thomas.

Motion carried.

- d. Presented amendment A02.

Motion by Mrs. Mazurek, seconded by Vice-President Cowherd, to approve amendment A02 as presented.

Motion carried.

- e. Presented Resolution No. 5-2020 authorizing/directing the Council President and/or Borough Manager to sign the reimbursement amendment #3.

Motion by Mr. Vastell, seconded by Mr. Lutz, to adopt Resolution No. 5-2020.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No

Motion carried

5. Read email in regards to the Route 119 project regarding installing radar detection rather than pavement loop sensors, No U-turns at Route 119 North and Burton Avenue and restriction of trucks greater than 40' in length from turning left onto Hillis Street. Council agreed to all items listed.

NEW BUSINESS

Resolution No. 01-2020 – Fire Equipment & Apparatus Fund

Motion by Mrs. Mazurek, seconded by Mr. Vastell, to adopt Resolution No. 01-2020, authorizing the payment of one mill of collected real estate tax for the year 2020 to the Youngwood Borough Fire Department equipment and apparatus improvement fund;

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No
Motion carried

Resolution No. 02-2020 – Bond Payment

Motion by Mr. Vastell, seconded by Vice-President Cowherd, to adopt Resolution No. 02-2020, authorizing the payment of five mills of collected real estate tax for the year 2020 to the bond payment of the Youngwood Borough building.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No
Motion carried

Resolution No. 03-2020 – Chief Administrative Officer – Pension Plan

Motion by Mr. Lutz, seconded by Mr. Vastell, to adopt Resolution No. 03-2020, designating Diane M. Schaefer as Chief Administrative Officer of the Borough of Youngwood Pension Plans, Pennsylvania Municipal Retirement System Uniform and Non-Uniform Pension Plans.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes

Mr. Palmquist - Yes
Mrs. Mazurek - Yes

7 – Yes 0 – No

Motion carried

Resolution No. 04-2020 – Bank Accounts/Safe Deposit Box

Motion by Mrs. Mazurek, seconded by Mr. Lutz, to adopt Resolution No. 04-2020, authorizing the signatures of the President, Vice-President, Borough Manager and the Administrative Assistant on all bank accounts and safe deposit box. Two signatures required except the Borough Manager or Administrative Assistant alone for amounts less than \$1,300.00 and access to safe deposit box. Two signatures required on Liquid Fuels Account. In addition, S & T Bank and PLGIT be designated as the authorized depository of Borough funds.

Roll Call Vote:

Mr. Vastell - Yes
Mr. Cowherd - Yes
Mr. Crago - Yes
Mrs. Long - Yes
Mr. Lutz - Yes
Mr. Palmquist - Yes
Mrs. Mazurek - Yes

7 – Yes 0 – No

Motion carried

IRS Mileage Rate

Motion by Mr. Lutz, seconded by Vice-President Cowherd, to set the 2020 mileage rate at 57.5 cents per mile.

Motion carried.

Computers

Motion by Vice-President Cowherd, seconded by Mr. Lutz, to purchase computers from Major Solutions up to an amount of \$3,999.00.

Roll Call Vote:

Mr. Vastell - Yes
Mr. Cowherd - Yes
Mr. Crago - Yes
Mrs. Long - Yes
Mr. Lutz - Yes
Mr. Palmquist - Yes
Mrs. Mazurek - Yes

7 – Yes 0 – No

Motion carried

Buncher Agreement

Motion by Vice-President Cowherd, seconded by Mr. Lutz, to proceed with the Buncher Agreement.

Motion carried.

Westmoreland County Invoice

Motion by Vice-President Cowherd, seconded by Mr. Lutz, to approve payment to Westmoreland County for work completed for zoning in the amount of \$20,000.00.

Roll Call Vote:

Mr. Vastell	- Yes
Mr. Cowherd	- Yes
Mr. Crago	- Yes
Mrs. Long	- Yes
Mr. Lutz	- Yes
Mr. Palmquist	- Yes
Mrs. Mazurek	- Yes

7 – Yes 0 – No

Motion carried

ADJOURNMENT

President Palmquist announced the following dates:

January 27	- Agenda Meeting @ 7:00 P.M.
February 3	- Regular Meeting @ 7:00 P.M.

All in attendance were invited to a reception immediately following the meeting to welcome the new Council members.

Motion by Vice-President Cowherd, seconded by Mr. Lutz to adjourn the meeting.

Meeting adjourned at 8:32 P.M.

Respectfully submitted,

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL